



Sacramento Regional Fire/EMS Communications Center
10230 Systems Parkway, Sacramento, CA 95827-3006
www.srfecc.ca.gov

9:00 a.m.

Tuesday, December 10, 2019

**MEETING OF THE GOVERNING BOARD
COSUMNES COMMUNITY SERVICES DISTRICT BOARD CHAMBERS
8820 ELK GROVE BLVD - ELK GROVE, CA 95624**

The Board will convene in open session at 9:00 a.m.

Call to Order

Chairperson

Roll Call of Member Agencies

Secretary

Primary Board Members

Chris Costamagna, Chairperson

Deputy Chief, Sacramento Fire Department

Mike McLaughlin, Vice Chairperson

Fire Chief, Cosumnes Fire Department

Chad Wilson, Board Member

Division Chief, Folsom Fire Department

Tyler Wagaman, Board Member

Assistant Chief, Sacramento Metropolitan Fire District

Pledge of Allegiance

AGENDA UPDATE: An opportunity for Board members to (1) reorder the agenda; and (2) remove agenda items that are not ready for presentation and/or action at the present Board meeting.

PUBLIC COMMENT: An opportunity for members of the public to address the Governing Board on items within the subject matter jurisdiction of the Board. Duration of comment is limited to three (3) minutes.

CONSENT AGENDA: Matters of routine approval including, but not limited to Board meeting synopsis, payroll reports, referral of issues to committee, other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

1. Board Meeting Synopsis (November 26, 2019)

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PROPOSED ACTION: Motion to Approve Consent Agenda

PRESENTATION:

None

ACTION ITEMS:

1. Election/Reelection of Chairperson*
2. Election/Reelection of Vice Chairperson*
3. Approval of Contract Amendment #5 (Fit-Gap), Software License and Services Agreement Between SRF ECC and Northrup Grumman (CommandPoint CAD)

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DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

* INDICATES NO ATTACHMENT

None

CENTER REPORTS:

None

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

BOARD MEMBER COMMENTS:

RECESS TO CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s) Lindsay Moore, Counsel
Marc Bentovoja, Executive Director

Employee Organization(s) Teamsters Local 150
Teamsters Local 856
Unrepresented Administrators

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

a. Public Employment

Titles: Executive Director
Medical Director

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

a. Pursuant to California Government Code Section 54956.9(b)
The Board will meet in closed session to discuss significant exposure to litigation.
Two (2) potential cases

RECONVENE TO OPEN SESSION:

ADJOURNMENT:

The next scheduled Board Meeting is December 24, 2019.

Location: 10545 Armstrong Ave – Room #384-385
Mather, CA 95655-4102

Time: 9:00 a.m.

Distribution: Board Members, Alternates, and Chiefs

Posted at: 10230 Systems Parkway, Sacramento, CA 95827
www.srfecc.ca.gov
10545 Armstrong Ave, Mather, CA 95655-4102

**INDICATES NO ATTACHMENT*

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director's Office at (916) 228-3070. Notification at least 48 hours prior to the meeting will enable the Center to make reasonable arrangements to ensure accessibility to this meeting.

POSTING:

This is to certify that on December 6, 2019, I posted a copy of the agenda:

- at 10230 Systems Parkway, Sacramento, CA 95827
- on the Center's website which is: www.srfec.ca.gov
- 10545 Armstrong Ave, Mather, CA 95655-4102
- 8820 Elk Grove Blvd, Elk Grove, CA 95624



Clerk of the Board

**INDICATES NO ATTACHMENT*

REGULAR GOVERNING BOARD MEETING

November 26, 2019

GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Eric Bridge	Sacramento Metropolitan Fire District
Chief Mike McLaughlin	Cosumnes Community Services District
Division Chief Chad Wilson	Folsom Fire Department

GOVERNING BOARD MEMBERS ABSENT

COMMUNICATIONS CENTER MANAGEMENT

Marc Bentovoja	Interim Executive Director
Kylee Soares	Deputy Director – Operations
Diane House	Deputy Director - Administration

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFEC
Kevin Mackey	Medical Director, SRFEC
Cynthia Saylor	Board Member, Sacramento Metropolitan Fire District
Janice Parker	Administrative Analyst, SRFEC
Marissa Shmatovich	Executive Assistant, SRFEC
Theresa Miller	Local 856 Representative
Tara Poirier	Local 150 Representative
Jill Short	Local 856 Representative

The meeting was called to order and roll call taken at 9:05 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. Public comment by Dispatcher Theresa Miller was made following closed session.
4. **CLOSED SESSION:**

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to California Governing Code Section 54957

District Negotiator(s)	Lindsay Moore, Counsel Marc Bentovoja, Executive Director
Employee Organization(s)	Teamsters Local 150 Teamsters Local 856

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957
The Board will meet in closed session:

- a. Public Employment

Titles: Executive Director
Medical Director

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

Pursuant to California Government Code Section 54956.9(b)

The Board will meet in closed session to discuss significant exposure to litigation.
Two (2) potential cases

Closed session was convened at 9:07 a.m.

5. OPEN SESSION:

Open session was re-convened at 11:47 a.m.

The Board met in closed session regarding labor negotiations and received an update. No action was taken.

The Board received an update regarding public employment of Executive Director. Direction was given to cancel the “Chiefs’ Meeting” scheduled for December 5, 2019.

The Board received an update regarding the Medical Director position – no action was taken.

In closed session the Board received an update regarding anticipated litigation – no action was taken.

6. PUBLIC COMMENT:

Dispatcher Theresa Miller expressed her appreciation to the Board and particularly Cosumnes Community Services District for recognizing our dispatchers and the service they provide to the public at a “survivors’ celebration”.

7. CONSENT AGENDA: Matters of routine approval including, but not limited to Board meeting synopsis, payroll reports, referral of issues to committee, other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

A motion was made by Chief McLaughlin and seconded by Division Chief Wilson to approve the consent agenda and Board Meeting minutes (November 12, 2019).

AYES: Sacramento Fire Department, Sacramento Metro, Cosumnes Community Services District, Folsom

NOES:

ABSENT:

ABSTAIN:

Motion passed.

7. PRESENTATION:

None

8. ACTION ITEMS:

1. Approval for Addition of a CPE Viper Remote Solution

This remote solution will be paid for through SETNA funding.

A motion was made by Chief McLaughlin and seconded by Deputy Chief Bridge to approve the additional of a CPE Viper Remote Solution.

AYES: Sacramento Fire Department, Sacramento Metro, Cosumnes Community Services District, Folsom

NOES:

ABSENT:

ABSTAIN:

Motion passed.

2. Approval for ANI/ALI Router and Duplication of 9-1-1 Trunks

These phone lines will provide a duplication for our existing 9-1-1 lines and they can be relocated should we move to a different site. The initial cost of implementing these lines will be funded using SETNA money, but reoccurring expenses are not reimbursable.

A motion was made by Chief McLaughlin and seconded by Deputy Chief Bridge to approve the ANI/ALI Router and Duplication of 911 Trunks.

AYES: Sacramento Fire Department, Sacramento Metro, Cosumnes Community Services District, Folsom

NOES:

ABSENT:

ABSTAIN:

Motion passed.

3. Approval of Northrup Grumman CAD Project Manager, Malinda Loera

The previous Project Manager recently resigned her position and in order to continue moving forward, a replacement manager is necessary.

A motion was made by Deputy Chief Costamagna and seconded by Chief McLaughlin to approve Northrup Grumman CAD Project Manager, Malinda Loera.

AYES: Sacramento Fire Department, Sacramento Metro, Cosumnes Community Services District, Folsom

NOES:

ABSENT:

ABSTAIN:

Motion passed.

9. DISCUSSION/POSSIBLE ACTION

None

10. INFORMATION:

1. Update of SRFEC Projects

A copy of the list of projects was contained in the Board Packet.

2. Center Financial Reports

a. Budget to Actuals (September)

b. Monthly Credit Card Usage Report (October)

These reports were contained in the Board Packet.

3. Communications Center Report

A copy of the communications center report was contained in the Board packet.

11. CENTER REPORTS:

Executive Director

1. We had opened up discussions with Metro Fire regarding extending the lease on the CTC. However, it appears they will need their building, but will work with us on a short term basis.

The Center will need to establish another redundant site which will incur additional costs.

Deputy Chief – Operation

1. We are moving forward with our training and have two new recruits in the academy.
2. The Center will be implementing Criticall for dispatcher testing and are hoping to implement it in early December.
3. Thank you Cosumnes Community Services District for including the Center in the “life save” recognition.
4. Congratulations to Donna Fender and Lynn Walker on 20 years of service to the Center.
5. We nominated Tara Poirier and Elizabeth Strong to APCO for Supervisor of the Year and for Training Supervisor(s) of the Year and we are happy to announce they were honored with those two awards.

Deputy Director – Administration

1. We are waiting for an updated client software from Westnet. We will be conducting daily calls with Westnet in an attempt to ascertain when we will be able to go live.
2. The Northrup Grumman FitGap project will also be delayed pending the “go live” with Westnet. Both projects require the use of the same assets.
3. Thank you for approving the PAD update – we have hired an HR Coordinator and an EMS Coordinator who will be starting next week.

In addition to the HR and EMS Coordinators, we have promoted three internal candidates:

Kelson Patterson – Facilities Manager
Chia Vargo – Accounting Specialist II
Brad Dorsett – CAD Administrator

4. There have been some delays in our financial audit, but the audit will resume next week.

Medical Director

1. Dr. Mackey is actively participating on the stemi and stroke care committees. He feels this will help us be better prepared by working closely with the hospitals and gaining feedback.
2. Dr. Mackey is looking forward to working with our new EMS Coordinator to facilitate quality improvement.
3. He was recently the NorCal Cal Chiefs key note speaker where he shared cardiac survivor experiences.

4. On December 5th there will be resuscitation training at CCSD.

5. We continue to work on “EMS Today” and will have an opportunity to be recognized on the international stage.

12. BOARD MEMBER COMMENTS:

Chief McLaughlin said it was an honor to have the dispatchers participate in the survivors event.

He said the JPA Board is committed to the continued success of the Center.

Division Chief Wilson said nothing happens without the contribution by the dispatchers and the Comm Center.

Have a wonderful holiday season.

Deputy Chief Bridge congratulated Donna Fender and Lynn Walker on their 20th employment anniversary.

He also congratulated Tara Poirier and Elizabeth Strong on their APCO award.

In Folsom there had been a near fatal incident with a young child and Deputy Chief Bridge said his heart went out to everyone who was involved.

Deputy Chief Costamagna echoed the previously expressed gratitude for the Center and its employees.

Happy Thanksgiving to everyone.

The meeting of the Governing Board was adjourned at 12:14 p.m.

The next regularly scheduled Board Meeting is Tuesday, December 10, 2019, at 9:00 a.m., at Metro Headquarters, 10545 Armstrong Ave – Rooms #320, Mather, CA 95655-4102.

Respectfully submitted,



Janice Parker
Clerk of the Board

Chris Costamagna, Chairperson

Mike McLaughlin, Vice Chairperson

**Amendment No. 5 to the SRFECC
AMENDED AND RESTATED
SOFTWARE LICENSE AND SERVICES AGREEMENT**

This Amendment No. 5 to SRFECC AMENDED AND RESTATED SOFTWARE LICENSE AND SERVICES AGREEMENT dated March 29, 2019 (the “Agreement”) for Computer Aided Dispatch System (CAD) upgrade services is made and entered between the Sacramento Regional Fire/EMS Communications Center (“Center” or “Customer”) and Northrop Grumman Systems Corporation, doing business through Northrop Grumman Mission Systems Sector, herein referred to as “Northrop Grumman”.

Customer and Northrop Grumman agree as follows:

1. The Parties recognize that they have executed Amendment 1 – CommandPoint® Hardware in the amount of \$512,171.00;
2. The Parties recognize that they have executed Amendment 2 – Fit/Gap Process for CommandPoint® CAD in the amount of \$199,381.00.
3. The Parties recognize that they have executed Amendment 3 – Payment Schedule to provide for milestone payments (no change in price).
4. The Parties recognize that they have executed Amendment 4 – Letter of Credit in the amount of \$25,000.00.

Now, therefore the Parties agree:

1. Northrop Grumman understands SRFECC is still in the process of installing the Westnet Fire Station Alerting System. It cannot do this work and accommodate the Fit-Gap work at the same time. SRFECC has advised the Fit-Gap training will have to be delayed to a date yet to be determined.
2. Therefore the parties have agreed to amend the payment schedule as follows:
 - a. Reduce the “System Installation at Site” Milestone from 20% to 10% of the original contract value and make it eligible for invoicing upon delivery of the Fit-Gap system software.
 - b. Add a new “Start of Fit-Gap Super User Training” Milestone for 10% of the original contract value due to Westnet FSA system implementation delays
 - c. The revised milestone schedule with current estimated dates are shown in the attached Exhibit “A”.
3. There is no price change for this Amendment #5.

All other Terms and Conditions of the Agreement, except as specifically changed hereby, shall remain in full force and effect.

**Amendment No. 5 to the SRFECC
AMENDED AND RESTATED
SOFTWARE LICENSE AND SERVICES AGREEMENT**

IN WITNESS WHEREOF, the Parties hereto have executed this amendment, the day and year written below.

**Sacramento Regional Fire/EMS
Communications Center:**

Northrop Grumman Systems Corporation:

Signature of Authorized Representative

John C. Kouri
Contracts Manager

Printed Name

Date

Title

Date

**Amendment No. 5 to the SRFECC
AMENDED AND RESTATED
SOFTWARE LICENSE AND SERVICES AGREEMENT**

Exhibit "A"

Description	% of Original Contract	Amount	Estimated Date
<u>Task</u>	-		
Project Start-Signing of Contract	30%	\$516,014.00	4/1/2019
Project Initiation-Conduct Kickoff Meeting	10%	\$172,005.00	12/3/2019
Contract Amendment #1 - Hardware			
Milestone 1: 60% upon signing CA#1	N/A	\$307,302.60	7/12/2019
Milestone 2 - 40% upon delivery and installation of all hardware	N/A	\$204,868.40	3/27/2020
System Installation at Site	10%	\$172,004.50	11/15/2019
Start of Fit-Gap Super User Training	10%	\$172,004.50	1/13/2020
Contract Amendment # 2 - Fit/Gap			
Milestone 1: 50% upon signing CA#2	N/A	\$99,690.50	7/12/2019
Milestone 2 - 50% upon delivery of the FitGap report by NG	N/A	\$99,690.50	3/17/2020
Complete Fit Gap by 3/24/2020			3/24//2020
Letter of Credit - Fixed charge	N/A	\$25,000.00	11/19/2019
Complete System Readiness Demo	20%	\$344,009.00	11/20/2020
Completion of Northrop Grumman Training	5%	\$86,002.00	3/18/2021
Go-Live	10%	\$172,005.00	5/18/2021
Final Acceptance	5%	\$86,002.00	6/4/2021
Total Invoices - Implementation		\$2,456,598.00	
<u>NG Maintenance</u>	-		
Annual O&M Payment		\$271,515.00	1/13/2020
TOTAL:		\$2,728,113.00	